



CITY OF ATLANTA

SHIRLEY FRANKLIN
MAYOR

55 TRINITY AVENUE, S.W.
ATLANTA, GEORGIA 30335-0300
TEL (404) 330-6100

02-C-1640

September 16, 2002

The Honorable Cathy Woolard, President
Members of the Atlanta City Council
55 Trinity Avenue, S.W.
Atlanta, Georgia 30335

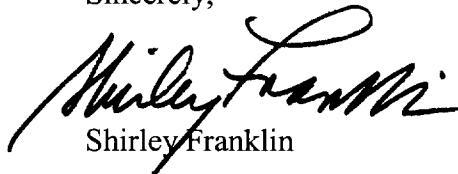
Dear President Woolard and Members of Council:

It is my pleasure to appoint Mr. Charles Graves as the Commissioner of Planning and Neighborhood Development. Mr. Graves is the current Director of Planning for the city of Baltimore, Maryland. As Director of Planning for Baltimore, Mr. Graves has supervision of professional and administrative staff, oversight and coordination for the City of Baltimore Capitol Improvement Budget, and for Maryland State bonding requests.

Mr. Graves was selected as a result of an extensive national search that included a "citizen review panel" made up of panelists from the business community, the Atlanta Planning and Advisory Board (APAB), and neighborhood activists. The review panel voted unanimously to recommend Mr. Graves for consideration because he has the experience and expertise to help the City of Atlanta move forward with its master plan, to encourage economic development, and to guide the long-range planning for the City's overall livability. Mr. Graves' career accomplishments include extensive experience in the public sector both in his current position and in his participation in professional planning organizations.

Mr. Graves is a graduate of the John F. Kennedy School of Government at Harvard University. His experience and training makes him an exceptionally well-qualified candidate for the position of the Commissioner of Planning and Neighborhood Development. Therefore, it is with great pleasure I submit his name to you and urge confirmation of his appointment.

Sincerely,



Shirley Franklin

RESUME

CHARLES C. GRAVES III
2215 DEERFERN CRESCENT
BALTIMORE, MARYLAND 21209
(410) 664-4501 (H)
(410) 396-4327 (W)

EDUCATION:

Harvard University
John F. Kennedy School of Government Program
for Senior Executives in State and Local
Government
Summer 1995

Master of Science, Community Economic Development
New Hampshire College, 1988
Bachelor of Art, Political Science/Urban Planning
Hampton University, 1978

PROFESSIONAL EXPERIENCE:

August 1993 to Present
DIRECTOR OF PLANNING
CITY OF BALTIMORE, MARYLAND

ADMINISTRATION/ MANAGEMENT

Supervision of professional and administrative staff. Coordination of the City's Capital Improvement Budget and, State Bond Requests. Other duties include recommending policies to the Mayor, City Council and State Representatives.

PLANNING

Directing and coordinating all aspects of the City's planning function. Specific responsibilities include: overseeing the development of Neighborhood Plans, Downtown Development Plans, updating the City's Master Plan and recommending rezoning requests: subdivisions, and development of the City's GIS computer system.

ECONOMIC DEVELOPMENT

Responsibilities include assisting in the promotion, attraction and retention of commercial and industrial businesses into the City. Other duties include assisting the implementation of redevelopment projects in the City's Urban Renewal areas for commercial and residential activities.

December 1991 to August 1993

DIRECTOR OF PLANNING AND DEVELOPMENT
EXECUTIVE DIRECTOR OF THE
REDEVELOPMENT AUTHORITY
CITY OF APPLETON, WISCONSIN

**ADMINISTRATION/
MANAGEMENT**

Supervision of professional and administrative staff, development of Capital Improvement Budget, negotiating contracts, coordination intra-departmental activities and presentations to City Council.

PLANNING

Directing and coordinating all aspects of the City's planning function. Specific duties included recommending rezoning cases, developing City Master Plans and neighborhood plans, commercial and housing plans, site plans, design and projects and subdivision plans. Accomplishments included the successful annexation of over 100 acres into the city, completion of the City's Riverfront Master Plan and revisions to the City Zoning Code.

**ECONOMIC
DEVELOPMENT**

Responsibilities included promoting, attracting and retaining commercial and industrial businesses, attracting several large corporations to locate into the City's business park and downtown. As Executive Director of the Redevelopment Authorities, duties involved acquiring and disposing of city-owned property for major redevelopment projects.

April 1989 to December 1991

SENIOR PLANNING SPECIALIST
MONTGOMERY COUNTY, MARYLAND
DEPT OF HOUSING AND COMMUNITY DEVELOPMENT

**ADMINISTRATION/
MANAGEMENT**

Coordinating and implementing the Community Development Block Grant Program. Assignments included developing contracts, budgets, monitoring activities' progress, providing technical assistance, conducting workshops and supervising professional planner in the Community Planning Division.

PLANNING

Responsibilities included updating the County's Community Renewal Plan consisting of over 30 neighborhoods. Recommended improvements included housing, infrastructure, community facilities, transportation, and urban designs.

**COMMUNITY
DEVELOPMENT**

Activities included implementing community renewal activities in low income target areas. Elements included: coordinating new and rehabilitation housing programs, commercial revitalization projects, infrastructure and community facility improvements, and assisting community organization through technical assistance.

September 1985 to April 1989

SENIOR PLANNER/

COMMUNITY DEVELOPMENT ADMINISTRATOR

CITY OF HAMPTON, VIRGINIA

DEPT. OF CITY PLANNING

ADMINISTRATION/
MANAGEMENT

Assignments included monitoring contract compliance, preparing department and project budgets, and recommending planning policies. Other duties included representing the department on various committees and presenting staff reports to the Planning Commission and City Council.

PLANNING

Responsibilities involved reviewing and recommending zone change requests, updating neighborhood plans and the City's Comprehensive Master Plan. Planning components included land use, transportation, recreation facilities, parks and infrastructure.

COMMUNITY
DEVELOPMENT

Responsibilities included developing, implementing, and monitoring the Community Development Block Grant Program, Renal Rehabilitation Grants, working with consultants, nonprofit organizations, and community associations.

January 1981 to September 1986

SENIOR CITY PLANNER

CITY OF CINCINNATI, OHIO

DEPT. OF CITY PLANNING

ADMINISTRATION/
MANAGEMENT

Duties included coordinating work assignments in the Land Use Division in the department. Supervision included professional planners, interns, technicians, and clerical staff. Other responsibilities included developing contracts, budgets, and overseeing consultant's work.

PLANNING

Responsibilities included directing the development of the "Uptown" Sector Plan. Design elements included economic development, housing, community image and transportation. Other duties included reviewing neighborhood plans and updating the Comprehensive Plan for the City.

COMMUNITY
DEVELOPMENT

Assignments included developing a computerized inventory of vacant land for residential, commercial, and industrial developments, which received a national award from the Council for Urban Economic Development.

September 1978 to January 1981

CITY PLANNER/CAPITAL IMPROVEMENTS PLANNER

CITY OF GARY, INDIANA

DEPT. OF PLANNING AND DEVELOPMENT

PLANNING

Duties included coordinating the development of the 1978 and 1979 Capital Improvements Plan for the City. Other responsibilities included preparing the Community Development Black Grant Application, Urban Development Action Grants, developing neighborhood plans, Recreation and Park Plans, and the Lakefront Master Plan.

AFFILIATIONS/
ORGANIZATIONS

- International City Manager's Association
- American Planning Association
- American Society for Public Administrators
- Council for Urban Economic Development
- National Association for Housing and Redevelopment Officials

RCS# 4092
10/07/02
4:47 PM

Atlanta City Council

Regular Session

02-C-1640

Appt. Mr. Charles Graves as the
Commissioner of Planning & Neigh Develop
ADOPT

YEAS: 13
NAYS: 0
ABSTENTIONS: 0
NOT VOTING: 2
EXCUSED: 0
ABSENT 1

Y Smith	Y Archibong	Y Moore	Y Mitchell
Y Starnes	Y Fauver	B Martin	Y Norwood
NV Young	Y Shook	Y Maddox	Y Willis
Y Winslow	Y Muller	Y Boazman	NV Woolard

02-C-1640

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(Do Not Write Above This Line)

A COMMUNICATION

BY MAYOR SHIRLEY FRANKLIN

A COMMUNICATION BY MAYOR FRANKLIN APPOINTING MR. CHARLES GRAVES AS THE COMMISSIONER OF PLANNING AND NEIGHBORHOOD DEVELOPMENT.

First Reading		FINAL COUNCIL ACTION	
Committee	Date	<input type="checkbox"/> 2nd	<input type="checkbox"/> 1st & 2nd
Chair		<input type="checkbox"/> Consent	<input type="checkbox"/> V Vote
Referred To		<input type="checkbox"/> RC Vote	
<p>Committee <u>SPHR</u></p> <p>Date <u>10/1/02</u></p> <p>Chair <u>Shirley Franklin</u></p> <p>Action <u>Refer</u></p> <p>Fav, Adv, Hold (see rev. side) <u>Refer</u></p> <p>Other <u>Refer</u></p> <p>Members <u>Charles Graves</u></p> <p>Refer To <u>COC</u></p>		<p>Committee</p> <p>Date</p> <p>Chair</p> <p>Action</p> <p>Fav, Adv, Hold (see rev. side)</p> <p>Other</p> <p>Members</p> <p>Refer To</p>	
<p>Committee <u>COC</u></p> <p>Date <u>10/7/02</u></p> <p>Chair <u>Shirley Franklin</u></p> <p>Action <u>Refer</u></p> <p>Fav, Adv, Hold (see rev. side) <u>Refer</u></p> <p>Other <u>Refer</u></p> <p>Members <u>Charles Graves</u></p> <p>Refer To</p>		<p>Committee</p> <p>Date</p> <p>Chair</p> <p>Action</p> <p>Fav, Adv, Hold (see rev. side)</p> <p>Other</p> <p>Members</p> <p>Refer To</p>	
<p><input type="checkbox"/> CONSENT REFER</p> <p><input type="checkbox"/> REGULAR REPORT REFER</p> <p><input type="checkbox"/> ADVERTISE & REFER</p> <p><input type="checkbox"/> 1st ADOPT 2nd READ & REFER</p> <p><input type="checkbox"/> PERSONAL PAPER REFER</p> <p>Date Referred <u>9/16/02</u></p> <p>Referred To: <u>CD / HR + COC</u></p> <p>Date Referred</p> <p>Referred To:</p> <p>Date Referred</p> <p>Referred To:</p>		<p>CERTIFIED</p> <p>OCT 07 2002</p> <p>MAYOR'S ACTION</p>	